



State of Idaho

Department of Administration
Division of Public Works

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December 21, 2005

REQUEST FOR QUALIFICATIONS

TO: DESIGN-BUILD TEAMS

FROM: Tim Mason, Administrator

A handwritten signature in black ink, appearing to be "Tim Mason", written over a horizontal line.

SUBJECT: DPW PROJECT NO. 06235
Center for Advanced Energy Studies Building
University Place
Idaho Falls, Idaho

Submittals will be received at the Division of Public Works, 502 N. 4th Street, P.O. BOX 83720 Boise, ID 83720-0072, until **January 20, 2006 at 5:00 p.m.**, for furnishing design-build services to the State of Idaho.

Questions that arise as a result of this Request for Qualifications should be addressed to:

Jim Szatkowski, PE, NSPE, Project Manager
Division of Public Works
502 N. 4th St.
P O Box 83720
Boise ID 83720-0072
(208) 332-1905

A site walk-through will take place on January 13, 2006 at 1:00 pm on the Idaho Falls Campus (address: 1770 Science Center Drive, Idaho Falls, 83402 and phone contact: Greg Horton 208-282-7823) Interested firms are strongly encouraged to attend.

Some preliminary programming for this project has been previously completed. The program will require some modifications and adjustments due to construction costs and program changes. The preliminary programming, background site documents, and the report of the first project charrette are available for viewing at:

<http://adm.idaho.gov/pubworks/dpwprofservices.htm>

or at the Division of Public Works, 502 N. 4th St. Boise, Idaho.

The project will be funded through a grant (or grants) and a bond and will require final approval from the State Board of Education and the Permanent Building Fund Advisory Council before

proceeding with construction. The Division of Public Works will administer the project according to the terms and conditions of the award and State laws and guidelines. The Design-Build Team will receive general instructions through the State. A Project Manager of the Division of Public Works will be assigned to serve as project manager and liaison between the Department of Administration, the Agency and tenants, and the Design-Build Team during the Design Phase. A Field Representative of the Division of Public Works will be assigned to serve during the construction phase.

DESCRIPTION OF PROJECT

The CAES facility will be a premier international user-facility for promoting, performing research and revitalizing education and training in nuclear energy science, engineering, technology, and related disciplines. The facility is expected to encompass 50-60,000 gross ft² (final programming approval is required by the State Board of Education) - approximately 50% of the facility will be dedicated to laboratory space and will be opened during 2008. The facility is envisioned to be a two-story, structural steel building with a brick façade. Coordination with other University Place and INL planned building initiatives ensuring the architecture is compatible with the overall campus design.

With CAES and the collocated centers, including industry partners, it is anticipated that this facility will house, when fully occupied, a total of 175 people including approximately 100 faculty, researchers and staff, 50 graduate students and 25 undergraduate students from the 2+2 Program.

In support of the Yellowstone Business Partnership agreement, the project shall incorporate a minimum of two LEED™ Innovation in Design credits that relate to the regional siting of the CAES in the LEED™ documentation package.

The building will be constructed on an existing site located on State of Idaho property north of the Union Pacific Railroad tracks on the University Place Campus, adjacent to the Snake River. The access roadway, an under or overpass of the tracks and utilities to the site will be provided by a separate project. Because this building will house advanced energy research, the building shall be constructed to be as energy efficient as practicable, will be registered with the United State Green Building Council and shall attain a minimum of LEED™ Silver designation. The project occupancy is required in calendar year 2008.

REQUIRED SERVICES

The State is requesting submittals for complete design and construction services.

A total project budget of \$13,642,756 has been established to include fees, construction, contingencies and tests. The State Board of Education has currently authorized work through Design Development. A complete cost estimate will be required at the conclusion of the Design Development phase for construction approval by the State Board of Education.

The Design-Build Team will be responsible for the Design Phase (Program Verification, Schematic Design, and Design Development) and Construction Phase (Construction Documents, Construction) and to participate in one additional design charrette with the partners in this project. These partners include BetterBricks, Idaho Energy Division, Siemens Building

Technologies, Inc., K energy, the Integrated Design Lab, and the project Commissioning Agent in addition, to the agencies and the Idaho National Lab as a tenant. The Design-Build Team will be expected to have principal design disciplines (architectural, mechanical, electrical and construction management) at this charrette. These partners have agreed to provide additional engineering, energy modeling, energy analysis, and assist the contractor in LEED™ documentation and to facilitate the remaining design charrette process.

This project requires a flexible lab design, comfortable work environment, expandability, state-of-the-art building, close proximity of labs to office spaces, daylighting and views, common spaces, building spaces that promote collaboration and a secure environment.

The project also shall be 50% better than the energy code for a building of this type.

The Design-Build Team shall provide all requisite submittals to the USGBC to attain the LEED™ Silver or above rating.

A project manual and finish board will be required at the completion of the Design Phase. The project manual shall include product, equipment and fixture cut sheets. The finish board shall include materials/samples for all finishes (both interior and exterior).

A relatively complete construction schedule and schedule of values will be required at the completion of the Design Phase and must be kept up to date throughout the construction phase.

The Design-Build Team shall make a minimum of one (1) presentation to the Permanent Building Fund Advisory Council and shall keep in mind that during all phases of work, code compliance, energy efficiency, and building maintenance concerns should be incorporated into the project.

The Design-Build Team will be required to meet monthly with the Project Manager and/or Field Representative for the purpose of providing a verbal report regarding the previous month's progress. Such monthly meetings will show funds expended in the completion of the project and specific accomplishments related to the completion of the project.

The Design-Build Team shall produce the following major written products for review by the State and/or Permanent Building Fund Advisory Council (PBFAC).

1. A preliminary report to the Division of Public Works and the Agency after Schematic Design has been completed.
2. A Design Report and update to the Owner, Agency and the PBFAC, prior to beginning Construction Documents/Construction, to include complete material/color board, product, fixture and equipment cut sheets, recommended construction schedule and a final schedule of values.
3. A final report at the conclusion of the Construction Phase to the Owner, Agency to include complete as-built documents and electronic files, O&M Manuals and training video/DVD.

QUALIFICATION STATEMENT CONTENT

- A. **Basic Qualifications:** Provide basic data (both Architect and Contractor if separate firms entering into a joint venture), relative to firm's size, history, personnel, special expertise and general credits. Individual resumes, awards, associations, etc., may be included. Office brochures may be submitted separately as supplemental data. If separate firms are proposing a joint-venture, the joint-venture must be appropriately licensed, insured and bonded to perform the work of the project per Idaho Codes. A single individual contact point (name, address, phone, fax and email) for the firm shall be provided on the submission.

The Division of Public Works reserves the right to investigate and confirm the candidate's financial responsibility. This may include financial statements, bank references and interviews with past consultants, employees and creditors. Unfavorable responses to these investigations are grounds for rejection of proposal.

- B. **Specific Qualifications:** List the team members (Construction Manager, Architect, Civil Engineer, Mechanical Engineer, Electrical Engineer and Structural Engineer, etc.) expected to accomplish this project. Describe who will perform the various tasks, the amount of their involvement and responsibilities, and give their qualifications. Provide a list of at least five (5) projects, with brief descriptions, which show ability to complete projects of this scope and, preferably, working together. List any LEED™ Accredited Professionals.
- C. **Approach to Project:** Include a statement of your team's approach to this specific project, including design philosophy, understanding of program, alternative concepts and methods for consideration. Limit to five pages.
- D. **Past Performance:** Submit reference letters from prior clients or client representatives. Letters from projects listed in item B are preferable. In addition, past performance comments may be obtained from DPW and Agency staff. Make specific reference to past performance of the "Team". Make specific references to all past LEED™ projects and ratings of these projects.
- E. **Examples of Work:** Renderings, photographs, preliminary drawings, working drawings and specifications may be submitted as examples of your work. For Contractors and/or Architects who have done work for the Division of Public Works in the past three years, a reference to the project or projects will be sufficient in lieu of examples. Include specific information regarding work completed as a "Team".
- F. **Special Requirements:** Provide information regarding specific involvement with this project or a special expertise in this type of project, such as previous LEED™ Projects and/or LEED™ Accredited Professionals. Examples are: preliminary studies or programming of this project, special training or experience in this type of building, work on the University Place campus.
- G. **Format:** To assist evaluation it is desirable to format the proposal similar to the headings listed above. The submittals should be clear and to the point. Emphasis should be placed on specific qualifications of the people to actually perform the project

and the approach to designing this specific project. Performance of this "Team" on past projects with the State of Idaho and other clients is a highly important factor

Submit five (5) copies of the submittal.

EVALUATION

An evaluation committee consisting of persons from the Division of Public Works, Agency and an independent architect/engineer/contractor will rank the submittals, and at least three (3), but not more than five (5) teams may be selected for personal interviews.

After interviewing the selected design-build teams, the evaluation committee will re-rank the teams to determine the final point score. There will be no Request for Proposals (RFP) phase.

AWARD

Based on the results of the submittals and review of previous projects awarded to each firm, the Division of Public Works will recommend a course of action to the PBFAC at their next recent meeting. If recommended, the Division of Public Works, Department of Administration in accordance with prescribed procedures, will issue a notice of intent to negotiate.

PROPOSED DATES:

Receive Submittal	January 20, 2006
Oral Interviews	February 8, 2006
Review by PBFAC	March 8, 2006
Negotiate Contract	February-March 2006
Design presentation	September 2006
Substantial Completion	June 2008

SELECTION

The State will attempt to select a firm at the next scheduled Permanent Building Fund Advisory Council meeting. Upon selection of a firm, the State will issue a letter of intent. However, final award is contingent upon the successful negotiation of an Agreement.

The contents of the submittal may be used in a legal contract or agreement. Candidates should be aware that methods and procedures proposed could become contractual obligations. The successful firm will be required to sign an agreement including the State's standard terms, including a requirement to carry and maintain a minimum of \$1,000,000 professional liability insurance coverage, except in special circumstances.

The State reserves the right to reject any or all submittals received as a result of this request.

The State may also negotiate separately with any source in any manner necessary to serve the best interests of the State of Idaho. Awards will be made on the basis of submittals resulting from this request and subsequent interviews. Design-Build Teams must have design professionals licensed by the State of Idaho and the constructors must have an Idaho Public Works Contractor's License to submit on this project.